

MILFORD CITY COUNCIL
 REGULAR MEETING
 FEBRUARY 8, 2016
 6:15 PM

The Milford City Council met in regular session February 8, 2016 at 6:15p.m. in the East ½ of the Community Center. Mayor Bill Reinsbach presided.

Members present: Jason Simpson, Don Olsen, Mary Kay Rolling, John Walters, and Bill Huse

Absent: None

Others present: Milford Municipal Board of Trustees members: Wanda Nelson, Mike Anderson, Keith Wurtz, Kevin Wharton, MMU Attorney Abby Walleck, General Manager Eric Stoll and Board Secretary Paula Nordblad joined at 6:30pm for a joint meeting.

Bill Reinsbach led the Pledge of Allegiance.

Motion Olsen, second by Rolling to approve the agenda. Aye: Simpson, Olsen, Rolling, Walters and Huse. Motion carried.

Motion by Walters second by Rolling to approve consent agenda. Aye: Simpson, Olsen, Rolling, Walters and Huse. Motion carried.

Items on the Consent Agenda were as follows:

- Minutes January 25, 2016 meeting
- Monthly bills as listed below: (approved) and bills paid in vacation

AFLAC	AFLAC PRE TAX	\$838.22
ALLIANT ENERGY	SIGN UTILITY	\$16.92
ALPHA WIRELESS COMM. CO.	FIRE DEPT SERVICES	\$45.00
AMAZON/GEGRB	LIBRARY BOOKS/DVD'S	\$158.97
ARNOLD MOTOR SUPPLY	JANUARY INVOICES	\$425.66
BAKER & TAYLOR INC.	LIBRARY BOOKS	\$1,181.89
BECK ENGINEERING INC	JANUARY SERVICES	\$2,867.50
BIRCH	DECEMBER PHONE BILL	\$547.37
BLACK HILLS ENERGY	CITY HALL UTILITY	\$1,161.87
BOMGAARS	RICK BAISH CLOTHING	\$342.42
BOYSEL, JIM	RENTAL REIMBUREMENT	\$50.00
BRINKS CONSULTING	JANUARY SERVICES	\$57.50
BRINKS CONSULTING	DECEMBER SERVICES	\$62.50
BROWN SUPPLY	CHAINS FOR BOBCAT	\$360.60
BROWN SUPPLY	SUPPLIES	\$613.29
C.R. POWDER COATING	XMAS DECORATION	\$130.00
CAMPUS CLEANERS	JANUARY SERVICES	\$311.10
CENTER FOR BUSINESS & IND	JESS RADCLIFFE TRAINING	\$120.00
CENTRAL STATES SOUTHEAST &	EE HEALTHCARE	\$18,415.90
CLARK EQUIPMENT CO.D/B/A BOB	BOBCAT LEASE	\$5,900.00
COOKINHAM, JEFF	2/3/16 LIBRARY BRD MTG	\$25.00
COOPERATIVE ENERGY COMPANY	JANUARY FUEL BILL	\$2,443.27
COPPER COTTAGE	FIRE DEPT BOILER CLEANING	\$600.32
DANNATT, MARY	2/3/16 COMM CTR BRD MTG	\$25.00
DATA TECHNOLOGIES INC.	TAX FORMS	\$249.20
DEKOTER, THOLE, & DAWSON, P.L.	GENERAL FILE SERVICES	\$1,950.00
DEMCO	LIBRARY SUPPLIES	\$171.18
DICKINSON COUNTY CONSERVATI	JANUARY BRWN GOODS RECYCL	\$40.00
DICKINSON COUNTY NEWS	JANUARY ADS	\$406.86
DICKINSON COUNTY NEWS	P&Z/CLERK ADS	\$533.04
DOTSON, DENNIS	2/3/16 LIBRARY BRD MTG	\$25.00

EMERGENCY RESPONSE RESOURCE	FIRE DEPT SUPPLIES	\$404.00
FARONICS	LIBRARY SERVICES	\$54.00
FOX INTERNATIONAL INC.	DUMPTRUCK SUPPLIES	\$45.54
FRANKLIN, ELAINE	2/3/16 LIBRARY BRD MTG	\$25.00
GALE GROUP	LIBRARY BOOKS	\$79.96
GALLS LLC	EE CLOTHING VERN FLACK	\$371.42
GANO, JOANN	2/3/16 LIBRARY BRD MTG	\$25.00
GCS TECH INC.	LIBRARY SERVICES	\$180.00
GENERAL DRIVERS UNION	FEB UNION DUES	\$298.00
GREAT AMERICA LEASING CORP.	LIBRARY COPIER	\$110.43
HEIMAN INC.	FIRE DEPT SUPPLIES	\$154.55
HEMPHILL, LINDA	2/3/16 COMM CTR BRD MTG	\$25.00
HOSS, JESSE	PD OFFICE SUPPLIES	\$14.95
HUMANE SOCIETY OF NW IOWA	MONTHLY CONTRACT FEE	\$200.00
IA. LAKES COMMUNITY COLLEGE	BELL/HALLOW TRAINING	\$385.00
INDEPENDENT SALT COMPANY	PUBLIC WORKS SUPPLIES	\$1,776.16
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$6,946.58
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$6,585.46
IOWA DIVISION OF LABOR SERVICE	FIRE DEPT SERVICES	\$365.00
IOWA GREAT LAKES SANITARY DIS	SEMI ANNUAL SEWER CHARGES	\$917.63
IOWA ONE CALL	DECEMBER FAXES	\$18.00
IPERS	IPERS PROTECTN	\$8,193.24
JCL SOLUTIONS-JANITORS CLOSET	SUPPLIES	\$241.80
JOHN'S TIRE SERVICE	DECEMBER SERVICES	\$1,406.02
JUNIOR LIBRARY GUILD	LIBRARY BOOKS	\$367.20
KEIZER, ROBB	2/3/16 COMM CTR BRD MTG	\$25.00
KILTS, RICK	2/3/16 LIBRARY BRD MTG	\$25.00
KIMBALL MIDWEST	PUBLIC WORKS SUPPLIES	\$465.04
LAKES NEWS SHOPPER	JANUARY ADS	\$504.03
LIBRARYJOURNAL	LIBRARY SUBSCRIPTION	\$104.99
M & T FIRE AND SAFETY	FIRE DEPT SUPPLIES	\$615.55
MARCHAND PLBLG & HTG.	FIRE DEPT FILTERS	\$75.24
MATHESON TRI-GAS INC	SHOP SUPPLIES	\$54.95
MILFORD COMMUNICATIONS	CITY HALL SERVICES	\$331.03
MILFORD ELECTRIC INC.	LAMPS	\$295.99
MILFORD MUNICIPAL UTILITY	JANUARY UTILITIES	\$10,505.51
MILFORD POLICE DEPT	MONEY FOR TOBACCO COMP CH	\$200.00
NORTHWEST IA. PLAN.&DEV.	WATER/SEWER H-AVE PRJCT	\$1,350.00
NORTHWEST MANUFACTURING	DUMPSTERS SOLD	\$1,286.22
NOTEBOOM IMPLEMENT LLC	PARKS SUPPLIES	\$1,199.76
R & D INDUSTRIES	MNTHLY MNGD SERVICE AGRMNT	\$1,553.75
REGIONAL TRANSIT AUTHORITY	3RD QRTR FY16 CITY SUPRT SRVCE	\$1,250.00
RICK'S PEST CONTROL	CITY HALL SERVICES	\$95.00
SECURE BENEFITS SYSTEMS	EE FSA CONTRIBUTIONS	\$352.96
SHAMROCK RECYCLE INC.	JANUARY SERVICES	\$3,828.96
SORENSEN, BETH	LIBRARY SUPPLIES	\$183.18
SPENCER AUTO PARTS INC.	PARKS SUPPLIES	\$551.92
STATE STEEL SUPPLY COMPANY	SNOW PLOW SUPPLIES	\$210.40
STOREY KENWORTHY	SUPPLIES	\$959.32
SUNSHINE FOODS	PUBLIC WORKS SUPPLIES	\$41.29
SUPERIOR EQUIPMENT & RENTAL	BOBCAT SUPPLIES	\$29.10

SUPERIOR SIGNALS INC.	PUBLIC WRKS TRUCK LIGHTS	\$94.60
THE COFFEE SHOP	EE RECOGNITION	\$1,045.00
THORSTAD COMPANIES	WORK THRU 1/30/16 H AVE PRJCT	\$56,551.02
THORSTAD COMPANIES	H AVE PRJCT WORK THRU 11/30/15	\$32,487.91
TREAS. - STATE OF IOWA	QRTRLY SALES TAX RETURN	\$3,241.00
TREASURER, STATE OF IOWA	STATE TAX	\$2,133.00
TRUE VALUE-MILFORD	JANUARY INVOICES	\$93.13
UNITED COMMUNITY BANK FOR	LIBRARY PETTY CASH	\$154.36
UNITY POINT CLINIC-OCCUPATION	2016 MEMBERSHIP DUES	\$30.00
UPSTART	LIBRARY SUPPLIES	\$180.32
VANDER HAAG'S INC.	SUPPLIES	\$52.50
VANDER HAAG'S INC.	PUBLIC WORKS EQUIPMENT	\$1,000.00
VERIZON WIRELESS	JANUARY SERVICES	\$515.75
VIRCO	CC CHAIRS	\$11,973.00
WASTE MANAGEMENT	1/1/16-1/15/16 LANDFILL CHRGES	\$5,278.51
WASTE MANAGEMENT	12/16-12/31 LANDFILL FEES	\$2,721.33
WEDEKING PIT & PLANT	WASHED SAND	\$404.08
WEDEKING, SAM	HAULING SNOW	\$960.00
ZEE MEDICAL SERVICE CO.	SUPPLIES	\$30.60
ZEE MEDICAL SERVICE CO.	PUBLIC WORKS SUPPLIES	\$43.00
ZEP SALES AND SERVICE	PUBLIC WORKS SUPPLIES	\$367.57
TOTAL ACCOUNTS PAYABLE		\$88,320.82
PAYROLL CHECKS		\$36,152.73
***** REPORT TOTAL *****		\$250,869.12

Paid from the following funds: General Fund: 103,570.78; Road Use Tax: 20,182.46; Capitol Improvement (Lost): 5,900...00; L Ave Improvement: 11,650.00; H Ave Project: 78,738.93; Sewer Utility: 7,488.40; Garbage Utility: 22,143.55; Storm Water Utility: 1,195.00

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 82,446.26; Road Use Tax: 26,972.92; Employee Benefits: 3,660.33; Hotel/Motel Tax: 18.62; Milford South Industrial Park: 989.02; LMI Fund 104.45; K-9 Unit: .68; Special Revenue: 200.00; Debt Service: 11,229.51; 6th St. Debt & Service Sinking Fund: 8,927.29; 6th St. Debt & Service Reserve Fund: 21.38; Capitol Equipment (LOST):47.62; Capital Project Fire Station: 18.59;Capitol Project TIF Supported: 4.96; Capital Project 2010 St. Project: 1.93; Capital Project Reserve: 206.76; Capitol Project 6th St Utility: 1.40; L Ave: 1.06; 2012 Street Project: 15.23; Airport Runway project: 415.62; Sewer Utility: 22,345.06; Garbage Utility: 21,921.40; Storm Water Utility: 9,562.19; Equipment Revolving: 2.37

REPORTS

Board/Commission Reports

Council reviewed January Clerks/Treasurer report, Monthly Expense and Revenue reports, Police and Fire department reports. January minutes from Community Center, Planning & Zoning, Milford Memorial Library, Park Board, and Safety Committee.

SPECIAL BUSINESS WITH MMY BOARD OF TRUSTEES

City Owned property-MMU Solar Farm

The Council met in joint session with MMU to discuss the possible use of a parcel of City owned land on the South end of Milford where the old lift station sits. MMU is looking at constructing a solar farm and that site is a very good location and lays facing SW. There were questions asked as how this would be structured, what a share would cost, would it transfer, etc. Abby Walleck, MMU board's attorney stated that they need to start putting estimates together and look at the feasibility, but will not start the process without the consent from the Council that they would be willing to donate or sell the land to them cheaply. There was a motion by Rolling seconded by Olsen to agree to part with the land, amount to be determined later, so they could pursue the project. Aye; Simpson, Olsen, Rolling, Walters, and Huse. Nay; none. Motion passed.

Discuss long range street/water/sewer projects

MMU presented their 5 and 10 year plan for their street projects so the City could try to align their long term street projects for efficiencies. The Council thanked MMU for working with them on H. Ave. and said they will take MMU's plans and incorporate the City's plans into them over the next 4 to 8 weeks.

Other

MMU asked the City what their plans were pertaining to the Koth property. They asked when it was to be tore down and any ideas of what it would become. Concerns were that the downtown area is looking so good with the face lift and it would be nice to get that property removed and renovated. Eric Stoll sits on the Economic Development Group and said they have a little money left over from the downtown project and there may be a possibility they would donate that money to the demolition cost. He was going to check into it and let us know. The Council greatly thanked him and is looking forward to their answer.

The Milford Municipal Utilities adjourned and the Milford City Council re-convened as normal business.

ACTIONS & DISCUSSION ITEMS

Thorstad Companies H Avenue completion date

Jason with Beck Engineering advised Council the project went over by four days.

Resolution 16-08 L Avenue manhole

Thorstad provided an additional invoice for \$4500.00 due to extra pipe, and manpower that was needed when the L Avenue manhole project took place. Council asked that Jason with Beck Engineering contact Thorstad and ask that Thorstad reduce the additional invoice by \$2000.00 in lieu of the completion date being 4 days over. Because of this there was a motion by Walters second by Simpson to table Resolution 16-08 Transferring Funds from 610 Sewer Fund to 309 L Ave Fund to pay for the L Avenue manhole. Roll call- Aye: Simpson, Olsen, Rolling, Walters and Huse. Nay: None. Motion carried.

Resolution 16-09 Approving payment application #6 Retainage payout to Thorstad Companies for the H Avenue project

Motion by Walters second by Rolling to approve Resolution 16-09 Approving payment #6 Retainage payout to Thorstad Companies for the H Avenue project. Roll call- Aye: Simpson, Olsen, Rolling, Walters and Huse. Nay: None. Motion carried.

Resolution 16-10 Reimbursement Regulation

Motion by, Olsen second by Huse to approve Resolution 16-10 Reimbursement Regulation. Roll Call-Aye: Simpson, Olsen, Rolling, Walters, Huse. Nay: None Motion carried

Engagement Letter with Piper Jaffray & Co.

Motion by Huse, seconded by Olsen authorizing Mayor Reinsbach to sign engagement letter with Piper Jaffray & Co. Aye: Simpson, Olsen, Rolling, Walters and Huse. Nay: None Motion carried.

Part time office assistant

Motion by Olsen second by Rolling approve the recommendation of the Personnel Committee and Administration that Darlene Powers be hired to work in the City Clerk's Office on a part time basis for \$13.00 per hour. Aye: Simpson, Rolling, Olsen, Walters and Huse. Nay: None.

FY 2017 Budget workshop

The board continued to work over the budget. Council tentatively set Thursday February 18th at 5:00 for the next budget meeting. We are still short some revenue numbers and a glitch in a number automatically uploaded to the Department of Management sheet due to the new software install. Houge said she was going to get with Carroll Sporrer, our Auditor, the Iowa Department of Managment and our software company to get this straightened out. Reinsbach said he would contact Tim Oswald with Piper Jaffray to get the estimated bond payment amount so we can plug that number in to get a correct levy amount.

COMMENTS BY MAYOR, COUNCIL AND STAFF

With no other discussion, motion to adjourn by Olsen second by Rolling at 8:50 p.m. Motion carried.

Respectfully submitted,

Bill Reinsbach, Mayor

LeAnn Houge, City Administrator/Clerk